

HOW TO APPLY FOR A VARIANCE

I want to:

Apply for a development variance permit that varies regulations set out in the municipal Zoning Bylaw or land use contract bylaw, other than use and density, subdivision servicing bylaw or sign bylaw.

Apply for a **minor** variance where compliance with any of the following would cause **undue hardship**:

- A bylaw, respecting the siting, size and dimensions of a building or structure,
- Subdivision servicing requirements under s. 506 (1)(c) of the *Local Government Act* in an area zoned for agricultural or industrial use; these are regulations dealing with infrastructure requirements other than highways,
- The prohibition of a structural alteration or addition to a building or structure containing a non-conforming use under s. 531 of the *Local Government Act*,
- A tree protection bylaw under s. 8(3)(c) of the *Community Charter*.

Apply to allege that the building inspector's determination of the amount of damage preventing reconstruction as a non-conforming use per s. 544 of the *Local Government Act* is in error.

Submit complete **Development Variance Permit application** to Planning Dept.

Fees: \$450.00 + professional staff \$60/hr, clerical staff \$30/hr, title search \$21.00, hand delivered notification \$40/hr.

Timing: approximately 8 to 12 weeks

Submit complete **Board of Variance application** to Planning Dept.

Fees: \$800.00

Timing: minimum 5 weeks